

# Titling Tips

March 2008

## LEGISLATIVE CHANGES EFFECTIVE JANUARY 1, 2008

### **SB 82 PROVISIONS**

#### ➤ **CHANGES TO DEALER LICENSING REQUIREMENTS**

- The "bona fide place of business" law enforcement certification will be required every other year after the dealer's first three years in business.
  1. Franchise dealers remain exempt from this requirement at the time of license renewal.
  2. Dealers who sell emergency vehicles only are exempt from this requirement.
- Boat dealers are required to have a lot in addition to a building and sign.
- Wholesale dealers are required to have a sign and lot in addition to a building.
- Dealer lots must be able to display multiple units for sale.
- Photographs of the building, lot, and sign must be no less than 5" x 7" and not exceed 8" x 10".
- A copy of the garage liability policy is required.

#### ➤ **CHANGES TO DEALER NUMBERS AND PLATE PURCHASES TO BE IMPLEMENTED IN 2009**

The following changes will be implemented in the **2009 dealer licensing year (with application period starting September, 2008)**. New dealer number configurations as follows:

**New (Franchise) MV Dealers:** D-0 to D-999

**New (Franchise) Power Sport & Motorcycle dealers:** D-1000 to D-1999

**Used MV, Power Sport & Motorcycle dealers:** D-2000 to D-9999

**Wholesale MV Dealers:** W-0 to W-1999

**Wholesale MV Auctions:** WA-0 to WA-999

**New and Used Trailer dealers:** T-0 to T-9999

**MV, Trailer, & Boat Manufacturers:** DM-0 to DM-999

**Public Auctions:** A-0 to A-1999

**Boat Dealers:** M-0 to M-9999

**New & Used RV Dealers:** RV-0 to RV-999

#### ➤ **CHANGES THAT WILL AFFECT DEALERS IN THE 2009 LICENSE YEAR:**

- The number of plates a dealer may obtain will be based on the number of sales from July 1st of the previous year through June 30 of the current year that the license is being renewed.
- Dealers may purchase one plate per every 10 sales, except for RV dealers who may purchase two plates for every 10 sales for the first 50 sales and then one plate for every additional 10 sales over 50.
- Manufacturers may purchase up to 350 plates.
- Dealers who primarily sell recreational vehicles will receive RV dealer plates. These plates will allow the RV dealer to demonstrate motor vehicles and trailers taken as trade-ins.

## FORMS UPDATES

### **DEALER OPERATING MANUAL HAS BEEN UPDATED!**

The Dealer Operating Manual is available at <http://dorx.mo.gov/mvdl/motorv/liendeal/>, located under Manuals & Forms. This manual gives information on a number of topics, such as: application requirements, building requirements, certificate of license, handling complaints, dealer administrative rules (CSR's), and much more.

## TITLING AND OTHER ISSUES

### **PROVIDE GOOD SERVICE BY PROVIDING CORRECT TITLE APPLICATIONS**

You can help your customers title a newly purchased vehicle by ensuring they have a properly completed, legible title application. Below is a list of the most common errors on applications:

- Information completed on the application is **not typed directly** on the line designated for that purpose due to improper form alignment.

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- Names and addresses (owner, lienholder, mail-to) are not clear or complete (addresses must include street address or P.O. Box, city, state, and zip code).
- The wrong body style is listed (please refer to the [Missouri Titling Manual](#), [Exhibit Q](#) for acceptable body styles).
- The application does not contain some of the following information: year, make, identification number, body style, mileage, purchase date, cylinder, horsepower, new/used indicator.
- The print on the application is faded, light, or is printed over multiple times.

Please ensure that all copies of the application for title can be clearly read and that you are using the most current version of the [title application form](#) (the most recent revision date is 05/07). You can order applications at [www.dor.mo.gov/mvdl/motorv/forms](http://www.dor.mo.gov/mvdl/motorv/forms).

When title applications are submitted with any of the problems listed above, it causes delays in titling for your customer. You want your customer to have a great buying experience, but when customers must make return trips to license offices to complete or correct an application, nobody's happy. Please do your part to ensure a great buying experience from beginning to end.

